



UNIVERSITY OF NORTHERN COLORADO

Extended Campus

College of Natural & Health Sciences
Department of Earth & Atmospheric Sciences

**SCI 291-Scientific Writing (3 cr. hrs.)
Independent Study Course**

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Office Hours: Given the online format of this class, many of you may not be on campus, and therefore cannot make it to my office personally. If you need to contact me with any questions, please feel free to e-mail me or call my office. If you feel a face to face meeting is necessary, please let me know via e-mail or phone and I will do everything I can to accommodate your schedule.

Prerequisites: A passing grade in ENG 122 – College Composition

Materials:

Required

- Modern computer. Chromebooks are NOT recommended
- Cloud based or physical storage
- Microsoft Office Suite **IT CANNOT be the online versions. ASSIGNMENTS UPLOADED IN OTHER FORMATS WILL NO BE ACCEPTED AND YOU WILL RECEIVE A ZERO FOR THE ASSIGNMENT IF IT IS UPLOADED IN A FORMAT OTHER THAN Microsoft Office SUITE. NO APPLE PAGES DOCUMENTS!!!**
- Adobe Reader
- Checking Canvas for information once every 24 hours. Sometimes we have a change in the schedule. PLEASE check Canvas at least once per day.

Recommended

- No text is required for purchase in this course. The following list of on-line materials will greatly increase the chances of becoming successful in the class. They are as follows:
 - <http://www.biochem.arizona.edu/marc/Sci-Writing.pdf>
 - http://www.public.asu.edu/~arrows/FIELDI/Rossbacher_Rhodes_Writing_Manual.pdf
 - <http://www.bartleby.com/141/>
- Strunk, W., Jr., and White., E.E., 1979, The elements of style [any edition]: New York, Macmillan Company 85p

Course Goals and Objectives

The goal of this class is two-fold: (1) to give you the skills and practice to comfortably write a scientific research paper or report and (2) provide a better understanding of how essential the environmental, societal, and earth

resource issues are in the world today. Additionally, we will be concentrating on the following objectives throughout the semester:

- Develop a sense of scientific writing skills with respect to style and language
- Learn how to construct scientific reports of appropriate format and focus
- Learn how to identify scientific problems that need investigation
- Learn how to think and solve problems in a logical fashion
- Learn how to conduct a literature search
- Learn how to critically analyze scientific writing
- Learn how to proofread and edit/improve writing
- Develop computer skills with a number of software packages

GRADING SCHEMES AND ASSIGNMENTS

General Statement: This class will have many assignments in many different forms. Some assignments will require you to complete a module, take a quiz, or upload a particular assignment to Canvas. If an assignment is to be emailed, email it to me and provide a brief note accompanying the file explaining what it is. Assignments turned in late can be reduced in score by 50%. If an assignment is due on a particular date, and submitted past the agreed upon date, it is late. *It is up to you to follow directions closely.*

Weighted percentages:

Term Paper 1 st draft	45%
Term Paper 2 nd draft	25%
Other Assignments	30% (this includes quizzes, homework assignments, online modules, etc.)

Grading scheme:

<u>Letter grade</u>	<u>Upper limit</u>	<u>Lower limit</u>
A	100 %	to 90.0%
B+	< 90.0 %	to 87.0%
B	< 87.0 %	to 84.0%
B-	< 84.0 %	to 80.0%
C+	< 80.0 %	to 77.0%
C	< 77.0 %	to 74.0%
C-	< 74.0 %	to 70.0%
D+	< 70.0 %	to 67.0%
D	< 67.0 %	to 64.0%
D-	< 64.0 %	to 61.0%
F	< 61.0 %	to 0.0%

Class Schedule: As this class is delivered in an independent study format, the schedule of materials delivered will be modified dependent on the student and semester. For a list of general topics, see page 4.

Term Paper: You will pick a topic that incorporates some sort of environmental problem fairly early on and develop that topic into a question or problem that will be addressed in an original “term paper” that is 8 pages of text (not including figures, references cited, or additional materials). *Under no circumstances can your course project be the same or similar to a project you’ve worked on for any other class you’ve taken in your life, past or present.*

Revisions: After your first draft of the term paper is submitted, I will carefully review each paper and grade it based on a rubric developed for the course. I will provide you with a similar rubric earlier in the class, so you know what to expect. I will then either meet with students individually to discuss the paper and the grade received OR you will receive comments and suggestions about the paper within Canvas. **You then** have the opportunity to

make corrections to your paper and re-submit under the assignment “Term Paper 2nddraft.” Details will be discussed throughout the semester.

Exceptions to the Above: If you have a circumstance that required a change in the above policies then you need to make me aware of it before the change is required. For the most part I will be happy to accommodate your needs; however, I reserve the right to deny any request.

Disability Resources

It is the policy and practice of the University of Northern Colorado to create inclusive learning environments. If there are aspects of the instruction or design of this course that present barriers to your inclusion or to an accurate assessment of your achievement (e.g. time-limited exams, inaccessible web content, use of videos without captions), please communicate this with your professor and contact Disability Resource Center (DRC) to request accommodations. Office: (970) 351-2289, Michener Library L-80. Students can learn more here: www.unco.edu/disability-resource-center.

Academic Integrity

You are expected to practice academic honesty in every aspect of this course. Students who engage in academic misconduct are subject to grading consequences with regard to this course and/or university disciplinary procedures through the Office of Community Standards and Conflict Resolution.

Title IX

The University of Northern Colorado is committed to providing a safe learning environment for all students that is free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of these incidents, know that you are not alone. UNC has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more.

Please be aware all UNC faculty and most staff members are “responsible employees,” which means that if you tell a faculty member about a situation involving sexual harassment, sexual assault, dating violence, domestic violence, or stalking, they must share that information with the Title IX Coordinator, Larry Loftin. Larry or a trained staff member in the Office of Institutional Equity and Compliance (OIEC) will contact you to let you know about accommodations and support services at UNC as well as your options for pursuing a process to hold accountable the person who harmed you. You are not required to speak with OIEC staff regarding the incident; your participation in OIEC processes are entirely voluntary.

If you do not want the Title IX Coordinator notified, instead of disclosing this information to your instructor, you can speak confidentially with the following people on campus and in the community. They can connect you with support services and help explore your options now, or in the future.

- UNC’s Assault Survivors Advocacy Program (ASAP): 24 Hr. Hotline 970-351-4040 or www.unco.edu/asap
- UNC Counseling Center: 970-351-2496 or www.unco.edu/counseling
- UNC Psychological Services: 970-351-1645 or www.unco.edu/cebs/psych_clinic

If you are a survivor or someone concerned about a survivor, or if you would like to learn more about sexual misconduct or report an incident, please visit www.unco.edu/sexual-misconduct or contact the Office of Institutional Equity and Compliance (970-351-4899). OIEC is located on the third floor of the University Center in room 3060.

Equity and Inclusion Statement

The University of Northern Colorado embraces the diversity of students, faculty, and staff, honors the inherent dignity of each individual, and welcomes their unique perspectives, behaviors, and worldviews. In this course, people of all races, religions, national origins, sexual orientations, ethnicities, genders and gender identities, cognitive, physical, and behavioral abilities, socioeconomic backgrounds, regions, immigrant statuses, military or veteran statuses, size and/or shapes are strongly encouraged to share their rich array of perspectives and experiences. Course content and campus discussions will heighten your awareness to each other’s individual and

intersecting identities. If you would like to report an incident or learn more about identity-based discrimination/harassment, please visit www.unco.edu/institutional-equity-compliance.

Guaranteed Transfer Pathways Program: The Colorado Commission on Higher Education has approved SCI 291 for inclusion in the Guaranteed Transfer (GT) Pathways program. For transferring students, successful completion with a minimum C– grade guarantees transfer and application of credit in this GT Pathways category. For more information on the GT Pathways program, go to <http://higherred.colorado.gov/academics/transfers/gtpathways/curriculum.html>.

Library Services for Distance Education and Off-Campus Students: Obtaining Material from UNC Libraries:

Off-campus students residing within 50 miles of the UNC campus are required to come to the library and borrow materials in person. Students residing more than 50 miles from campus may request that materials be delivered to them. All requests must include complete citations. Materials from the UNC Libraries, as well as materials from other libraries obtained via Interlibrary Loan. Articles will be delivered via email. Books will be mailed first class. Delivery time by U.S. postal service is approximately 1 week. It is the responsibility of the student to return books by the date due. UNC does not pay return postage on books. For information on document delivery, call (970) 351-2671. Request for materials may be made through the following methods: Online: http://www.unco.edu/library/services/distance_students.aspx. By email: library.ocp@unco.edu. By fax: (970) 351-2540.

Student Satisfaction Evaluation:

Participation will be asked to evaluate the workshop for instructors' knowledge, interest and enthusiasm as well as providing additional information on classes or topics which you would like to see developed as a future offering from UNC.

Requesting a Transcript:

There are two ways to request a transcript. For an unofficial transcript, you can download from your Student tab in the URSA portal (under "Grades). For an official transcript, visit: <https://www.unco.edu/registrar/etranscripts.aspx>

Technical Issues:

UNC Tech Support is available to assist with any technical issues. To contact Tech Support:
Telephone: 970-351-4357 OR 800-545-2331
Email: help@unco.edu
Website to submit a ticket: <https://www.unco.edu/information-management-technology/>

Notice:

The Office of Extended Campus reserves the right to cancel or reschedule courses based upon enrollment. Enrolled students will be contacted with information of any change.

Independent Study Courses have student-specific drop and withdrawal dates. Upon registration, you will receive an email containing your specific drop and withdrawal dates. Please keep these handy for reference.

Module no.	Topic(s)	Homework
1	Course introduction, Introduction to environmental and resource issues, Linking environmental and sustainability issues to your writing	Preliminary survey and writing sample, introduce yourself, and climate change survey
2	Plagiarism and paraphrasing	Plagiarism quiz, plagiarism homework, and paraphrasing homework
3	Types of literature/Locating and accessing primary literature at UNCO	Accessing primary literature through UNCO's library
4	Developing a title, title evolution, and peer reviews	Title homework 1, 2, and 3
5	What does "scientific writing" "look like"	Final title and article analysis
6	Citations and paraphrasing	Citing primary and secondary literature ion proper format, in-text citations and paraphrasing
7	Collecting references and outlining	5 primary references
8	Tables and figures	Formatting tables and figures within MS Word
9	Paper format, organization, and MUST HAVE'S. Instant zero's list and grading rubric. Example papers. Graphics and graphic programs	Raster and bitmapped graphics, formatting images
10	Components of a research paper, types of outlines, and annotated bibliography's	Topic outline with references
11	Writing the paper	Introduction section
12	Writing the paper and revisions	Discussion section
13	Vericite	Vericite submission and report
14	Writing the paper and revisions	Final paper due. Peer review due
15	Writing the paper and revisions	Final paper revisions
16	FINALS WEEK	Final manuscript with revisions due. Final Vericite submission due